

Ralph Evans

From: Tina Purifoy <tina.purifoy@carteretcountygov.org>
Sent: Thursday, October 18, 2012 4:57 PM
To: ralph@necollaborative.org
Subject: RE: Proposal for 2013

Hey Ralph – we can seat over 500 people in the main hall... in Quad 1 & 2 that I have you in for dinner Friday night – those 2 rooms can hold 200. But the walls are the same as at the Sheraton they open and close to make smaller rooms or one big room.

I originally asked Alyce about 90 rooms because that's what you had at the Sheraton. She might can do more – I have an email in to her to ask. Do you think you need more than 90?

Tina Purifoy

Director – Crystal Coast Civic Center / Parks & Recreation Department

tina.purifoy@carteretcountygov.org

Parks & Rec Office: 252.504.4260

Civic Center Office: 252.247.3883

Mobile: 252.732.0367

From: Ralph Evans [<mailto:ralph@necollaborative.org>]
Sent: Thursday, October 18, 2012 3:00 PM
To: Tina Purifoy
Subject: RE: Proposal for 2013

Tina,

What is the largest capacity you could accommodate a banquet setting? Last year we had almost 200 to register for the conference. Not sure if that was because of our 20th anniversary or what. Also, what would be the max number of rooms we could have available to us at the hotel?

Thanks,

Ralph

From: Tina Purifoy [<mailto:tina.purifoy@carteretcountygov.org>]
Sent: Tuesday, October 16, 2012 12:50 PM
To: ralph@necollaborative.org
Subject: Proposal for 2013

Hi Ralph – sorry this took so long.

I've attached a proposal with prices on the facility rental and the hotel. A caterer list, and civic center floor diagram. I've been doing some brainstorming about the facility rental which even at a deep discount is \$3500 (I know my groups aren't used to paying room rental) and I have a few ideas to run by you...

1. The hotel rate is only \$99 and INCLUDES breakfast - rate at Sheraton did not – so if you had everyone eat at the hotel you'd save on breakfast costs. And Alyce at the hotel said she could get creative on the accounting side ... We could raise the room rate for attendees by \$10 and have the hotel pay the room rental (90 rooms x 2 nights = 180. \$20 "Rebate from hotel" x 180 = \$3,600)

Call me and we can talk about this some more.

Tina Purifoy

Director – Crystal Coast Civic Center / Parks & Recreation Department

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October 16, 2012

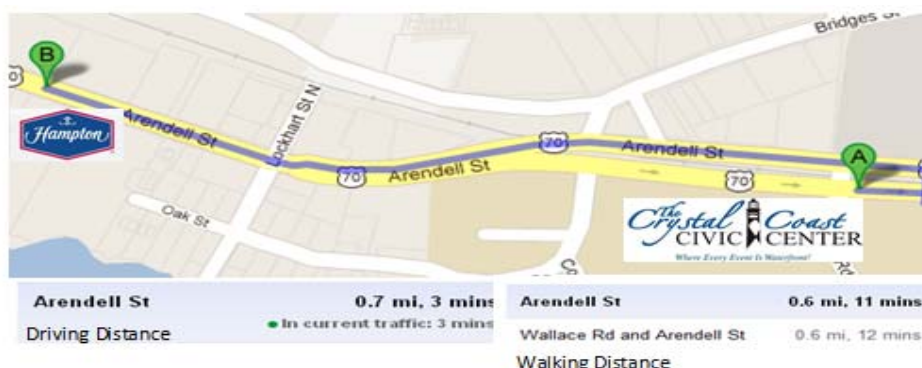
Group Name Collaborative Effort to Support New Professionals
Contact Ralph Evans
Address POB 68 Hollister, NC 27844

I invite you to consider the **NC Crystal Coast Civic Center** for the spring 2013 Collaborative Effort Teachers Conference. The Crystal Coast Civic Center is located on the banks of the Intra-Coastal Waterway in Morehead City, NC. The Civic Center provides an impressive backdrop for all occasions. With over 12,000 square feet of flexible space in the Main Convention Hall, we have the versatility to accommodate events from 10 to 1,000. Groups particularly enjoy functions on the waterfront patio equipped with a fantastic view and cool Atlantic breezes.

HOTEL INFORMATION

Hampton Inn Morehead City	Friday April 12 – Sunday April 14, 2013
Standard Room with 2 Double Beds or 1 King Size Bed	\$99.00 includes a full breakfast buffet each morning and wireless internet
Guest Suites	\$109.00 includes a full breakfast buffet each morning and wireless internet

The Hampton Inn Morehead City is located approximately 3 minutes from the Civic Center and is convenient to walk, drive or take public transportation.



The Hampton is also located just minutes away from miles of sandy beaches, the largest fishing fleet on the North Carolina Coast; many fine golf courses, Fort Macon State Park and historic Beaufort and boast the following amenities:

- 118 **newly renovated** guest rooms offering street side or water view rooms.
- Hampton Inn's "Cloud 9" Bedding
- Outdoor pool

- Hampton Inn's "Perfect Mix Lobby"
- Newly renovated Fitness room featuring Precor Equipment
- 750 square feet of newly renovated meeting space
- Business Center
- Hampton Inn Suite Shop, 24 hour snack shop
- On the House Hot Breakfast included in room rate
- On the Run Breakfast Bag
- Complimentary Wireless Internet
- Hair dryers, Coffee makers, Irons and Ironing Boards, Make-up mirrors, Data ports, and Voicemail and microwave and refrigerators in all guest rooms
- HHONORS Points/Miles
- Daily Newspaper delivered to your door

MEETING ROOM REQUIREMENTS

Based on past conference agenda, the follow meeting space can be provided for rental fee of **\$3,500.** This fee includes tables, chairs, table linens, house sound system with microphones, speaker stage, speaker podium, and use of the full kitchen facilities.

Date	Time	Room Name	Function Type	Seating Type	Set for
Friday	4pm-12am	Boardroom	Office	Office	Office
	7-9pm	Quad 1 & 2	Dinner	Rounds	130
Saturday	7:30-8:30am and 11:30am-12:30pm	Quad 2 & Service Hall	Breakfast and Lunch	Rounds	130
	8:30am-3:30pm	Quad 1 & 2	Breakout Meeting #1	Classroom	30
	8:30am-3:30pm	Quad 4	Breakout Meeting #2	Classroom	30
	8:30am-3:30pm	Quad 5	Breakout Meeting #3	Classroom	30
	8:30am-3:30pm	Upstairs Room 1	Breakout Meeting #4	Classroom	30
	8:30am-3:30pm	Upstairs Room 2&3	Breakout Meeting #5	Classroom	30
	8:30am-3:30pm	Boardroom	Breakout Meeting #6	Conference	10
	8:30am-12	Boardroom	Meeting	Conference	10
Sunday	7:30am-11:00am	Quad 1, 2, and Service Hall	Breakfast Meeting	Rounds	130
	8:30am-12	Boardroom	Meeting	Conference	10

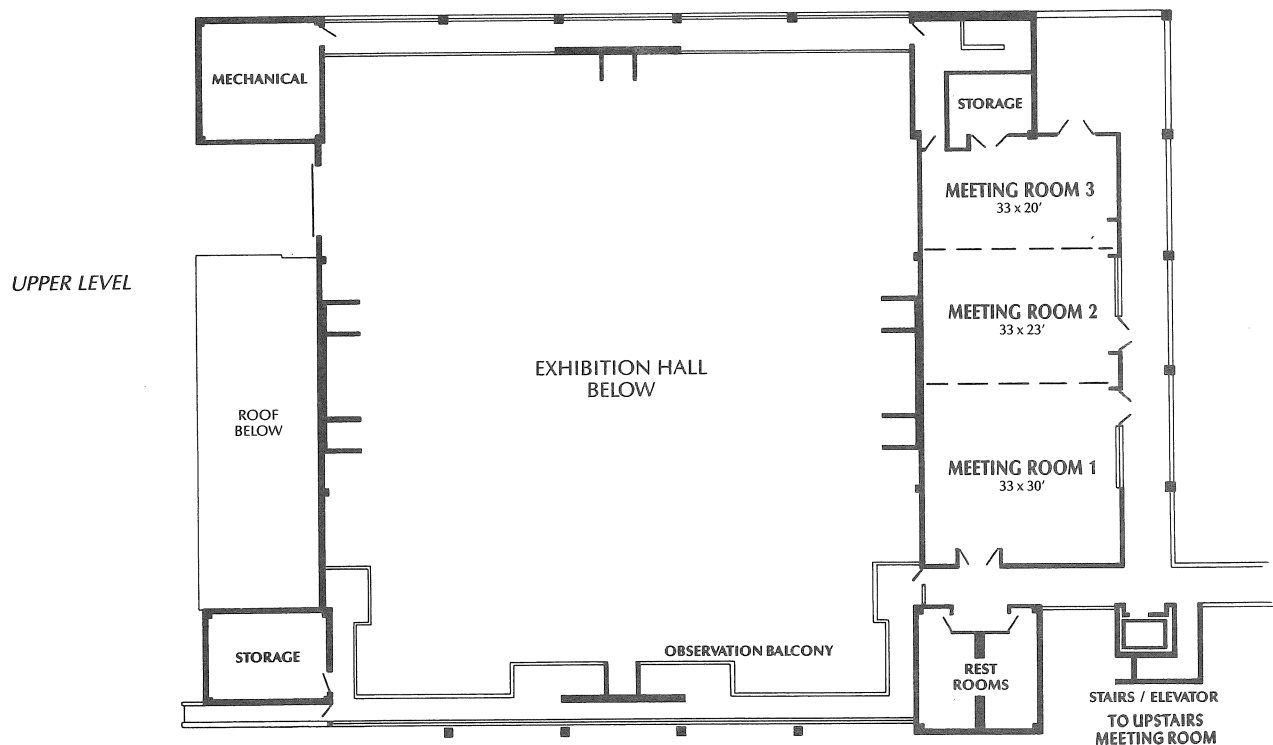
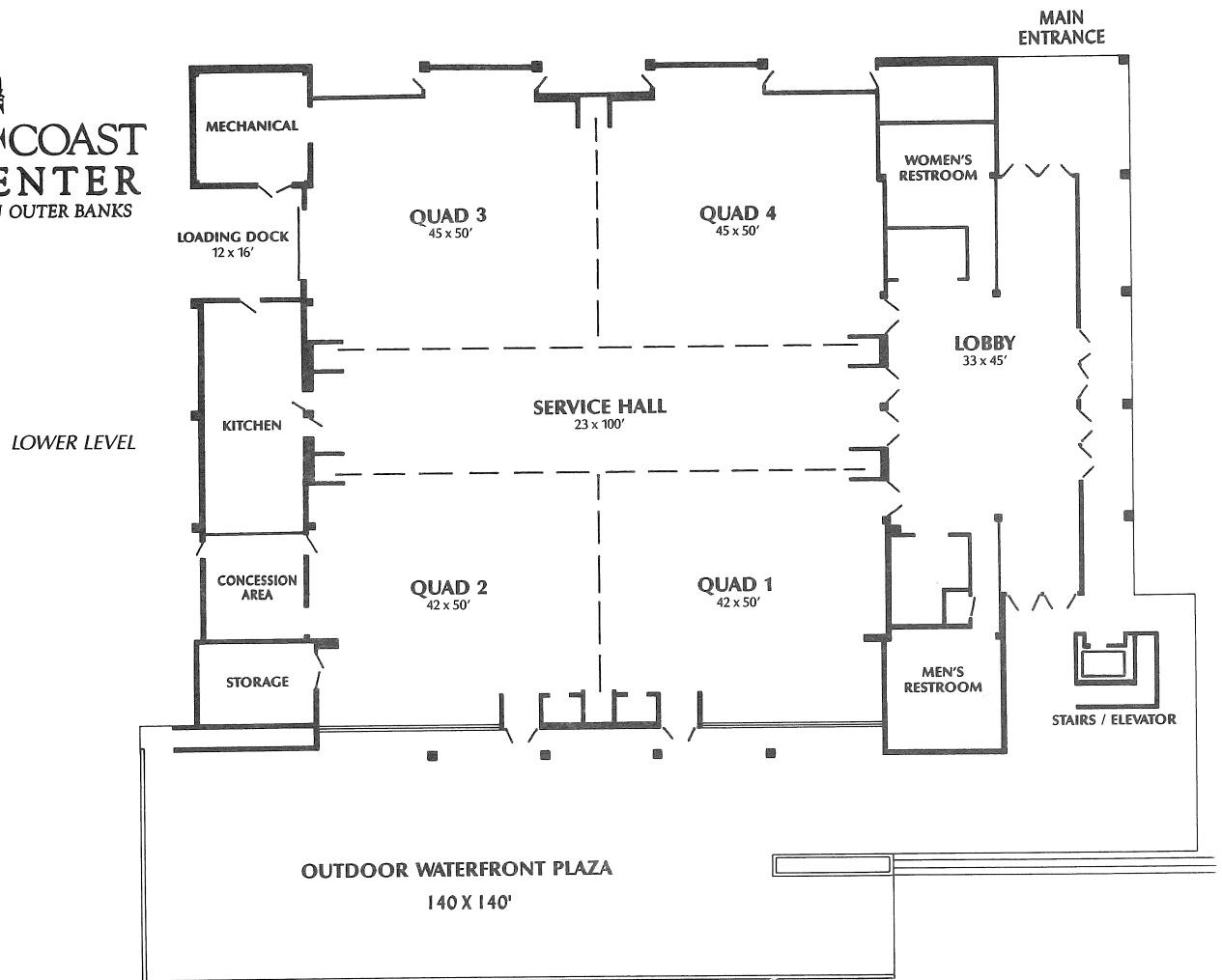
CATERING FUNCTIONS

The Crystal Coast Civic Center does not provide catering services however; we do have a list of preferred caterers that represent the finest restaurants and catering services on the Crystal Coast. Groups are welcome to provide their own food and beverage or contract the services of a local caterer. This list is provided for your convenience.

For more information on anything proposed within, please do not hesitate to call me. I truly hope to welcome Collaborative Effort back to the Crystal Coast in the spring 2013. I look forward to hearing back from you.

Sincerely,

Tina Purifoy
Director – Crystal Coast Civic Center



Preferred Caterer's List 2012-2013

Caterer's with an off premise ABC Permit

All Park Cooperation Charles & Wendy Park 117 Queen St. Beaufort, NC 28516 (252) 728-3899 abby@beaufortgrocery.com	Amos Mosquito's Restaurant & Bar Hallock Howard 703 East Fort Macon Rd. Atlantic Beach, NC 28512 (252) 241-8545 info@amosmosquitos.com	Capt. Bill's Restaurant John & Diane Poag 701 Evans Street Morehead City, NC 28557 (252) 726-2166 www.captbills.com
Channel Marker Ed Meyers 718 Atlantic Beach Causeway Atlantic Beach, NC 28512 (252) 247-2344 www.thechannelmarker.com	Chick-Fil-A Morehead City Amanda Kocher 5156 Hwy 70 West Morehead City, NC 28557 (252) 247-7281 www.chickenatthebeach.com	Class Act Catering Phyllis Manning PO Box 1718 Swansboro, NC 28584 (910) 389-7498 www.classactcateringnc.com
Clawson's 1905 Restaurant Joey McClure 425 Front Street Beaufort, NC 28516 (252) 728-2133 www.clawsonsrestaurant.com	Thee Catering Company Chris Tompkins 425 Hotel Drive New Bern, NC 28560 (252) 636-1200 www.TheeCateringcompany.com www.flounderseafood.com	Floyd's 1921 Floyd Olmstead 400 Bridges St. Morehead City, NC 28557 (252) 727-1921 www.floyds1921.com
Fat Fellas BBQ & Grille Jeremy Cannon 133 East Chatham Street Newport, NC 28570 (252) 223-3299 www.fatfellasbbq.com	King's Catering Joe Hargitt 405 East New Bern Road Kinston, NC 28501 (252) 527-2101 Kingsbbq.com	Mel & Vel Catering Mel & Vel 323 Goshen Rd. Pollocksville, NC 28573 (252) 224-1001
New York Deli Jerry Maiolo 310 Atlantic Beach Causeway Morehead City, NC 28557 (252) 726-0111 www.newyorkdelicafe.com	Pam's Specialized Catering Pam Kaiser Newport, NC (252) 240-3256 www.pamsspecializedcatering.com	Panera Bread Samantha Williams 5176 Highway 70 Morehead City, NC 28557 (252) 222-4990 cafe1653@panerabread.com
Piccata's Wanda & Kelly Murphrey 909 Arendell St. Morehead City, NC 28557 (252) 240-3380 www.piccatas.com	Roland's /Seafood & BBQ Roland Humphrey 1507 Live Oak St. Beaufort, NC 28516 (252) 728-1953	Seaside Sensations Catering Service Sara Lee PO Box 143 Morehead City, NC 28557 (252) 342-3960 www.seasidesensations.com
Windansea David Greenleaf 708 Evans Street Morehead City, NC 28557 (252) 247-3000	Smithfield Chicken & BBQ David Moore 4114 Arendell Street Morehead City, NC 28557 (252) 247-7476	Strange & Sons Catering Danny Strange 2307 Neuse Blvd. New Bern, NC 28560 (252) 636-3663 www.annabelles_of_newbern.com
"The Flame Catering" James Boyd 2301 Neuse Blvd. New Bern, NC 28562 (252) 633-1193 chefsmoke@theflamecatering.com	White Swan of Atlantic Beach Randy Hingson 2500 W Fort Macon Rd. Atlantic Beach, NC 28512 (252) 726-9607 www.whiteswanatlanticbeach.com	